

DRAFT POLICIES
for
SOCIAL MEDIA & ELECTRONIC COMMUNICATIONS
at
HOUSE OF BISHOPS MEETINGS and GATHERINGS

Once adopted by the House of Bishops, these policies are to be distributed to all in attendance at House meetings and gatherings in English, Spanish, French, Creole and other languages necessary. Copies of these policies are to be distributed to all bishops' tables, and prominently displayed at the entrance and within the meeting space for visitors, guests, staff, chaplains, and translators.

1. The terms social media and electronic communications include but are not limited to:

photographs, email, blogs, Twitter, Facebook, LinkedIn, videotaping, live streaming, audio taping and other multimedia, including electronic listening devices.

2. The House will be informed at the beginning of any session when reporters, journalists and/or photographers are present.

3. Each session will begin with a declaration of the status of meeting or gathering by the chair or leader as either an "Open Session" or an "Executive Session."

It is also desirable that the status of each session be displayed prominently at the entrance of the room where House is gathered

4. The status of meetings or gatherings of the House of Bishops are as follows:

Open Session: Members of the House, invited guests, chaplains, translators, visitors, members of media, and staff designated by the Presiding Bishop are present

In open sessions:

Photographs may be taken only with the permission of those in the photograph; an exception is given to designated staff taking pictures; pictures taken by the staff will be reviewed. Photos may only be released after permission is given at the end of that session, not during the session. Photos by designated staff may only be released at the close of day.

(Open Sessions, continued)

It is assumed that speakers will be quoted at open sessions, but the agenda, topics, events and spoken words at the open session may not be communicated in any form until the close of that session.

Executive Session: Members of the House, guests invited by the Presiding Bishop, chaplains, and translators are present

Note: Executive Sessions are intended:

To strengthen relationship and communication among members

To allow members to speak freely and explore all aspects and directions of issues and concerns presented

To discuss sensitive issues in private until the House is ready to speak publically
(edited from *boardsource.org*)

In Executive Sessions:

Confidentially in discussions is assumed and is to be respected in Executive Sessions

The use of social media and electronic communications and preparing drafts for them are prohibited during Executive Sessions

Photographs are not permitted

Videotaping, or audio taping are not permitted

Specific members of the House of Bishops may not be quoted or referred to in any communication or posting of messages

Any communications concerning Executive Sessions must wait until after an official report/statement of the House has been publically distributed

Members of the House sending any messages or communications concerning the content of an Executive Session after the official report has been released are to refer only to their thoughts and reflections and avoid stating another's comments

5. Robert's Rules of Order allows both discussion and voting during either an Open Session or an Executive Session